



PROCEEDINGS OF THE ADDITIONAL PRINCIPAL CHIEF CONSERVATOR OF FORESTS
(ADMINISTRATION), FOREST HEADQUARTERS, VAZHUTHACAUD, THIRUVANANTHAPURAM

(Present: Rajesh Ravindran IFS)

Present: Kerala Forest Department – Establishment – Promotion and Posting of Confidential Assistants as Personal Assistants – Orders issued - Regarding

References: 1) Minutes of the Departmental Promotion Committee (Lower) meeting held on 17-12-2019
2) Government letter No.F2/9/2020/F&WLD, dated: 03-02-2020
3) Proceedings Order No. D3-26437/2018, dated: 13-07-2018 of APCCF(Administration)

D3-26437/2018

Dated: 22-04-2020

Smt. K. Indira, Personal Assistant to the Principal Chief Conservator of Forests (Forest Management)[Earlier office: PCCF(FL&R)] retired on superannuation on 31-03-2020. Hence a vacancy of Personal Assistant arise in the office of the Principal Chief Conservator of Forests (Forest Management).

The Departmental Promotion Committee (DPC) held on 17-12-2019 has prepared the select lists of Confidential Assistants for the year 2020 and the same has been approved by the Government vide letter referred 2nd above.

As per the select list of Confidential Assistants for the year 2020, Smt. Habeebuniza Beegum.M is the eligible Confidential Assistant to be appointed by promotion as Personal Assistant.

The post of Personal Assistant to the Principal Chief Conservator of Forests & Head of Forest Force, Kerala and the post of Confidential Assistant to the Principal Chief Conservator of Forests (Forest Management) has been temporarily shifted mutually due to administrative exigencies vide referred 3rd above. Now, the post of Personal Assistant to the Principal Chief Conservator of Forests & Head of Forest Force, Kerala is retained by shifting the post of Confidential Assistant to the Office of the Principal Chief Conservator of Forests (Forest Management). Thus considering the administrative exigencies the following orders are issued.

Smt. Habeebuniza Beegum.M, Confidential Assistant is promoted as Personal Assistant (scale of pay: 39500-83000) and posted to the Principal Chief Conservator of Forests & Head of Forest Force, Kerala by shifting the post of Confidential Assistant to the office of the Principal Chief Conservator of Forests (Forest Management).

Additional Principal Chief Conservator of Forests
(Administration)

Copy to:

- 1) The Principal Chief Conservator of Forests & Head of Forest Force, Kerala for information & necessary action.
- 2) The Principal Chief Conservator of Forests (Forest Management) for information & necessary action.
- 3) The Principal Accountant General (A&E) Kerala for information (with covering letter).
- 4) The Chief Conservator of Forests (IT) for information and to publish the same in official website of Kerala.
- 5) Copy to E section/H section/ T section for information.
- 6) Stock file.

